

## **FIRE PROTECTION POLICY BOARD**

### **WORK SESSION**

**July 16, 2003**

**General Administration Building**

**Olympia, WA**

**Board Members Present:** Chair Sharon Colby, Pat Jollota, Jim Potts, Jim Broman and Mark Kahley

**WSP Staff Present:** State Fire Marshal Mary Corso and Ellen Tombleson

### **Reports and Updates**

*Annual Report* – A draft copy of the 2001-02 FPPB Annual report was distributed for final review. Board members were requested to e-mail any necessary changes to Ellen. It is anticipated that the Report will be forwarded to the Governor in August.

*FPPB Wallet Card* – A draft copy of the FPPB Wallet Card was distributed for review. It was suggested that the State Fire Defense Committee be added to the back of the card under Standing Committee. Ellen will work with the WSP graphic artists to have color added and arrange for another draft to be ready for review at the August meeting.

*Board Appointments* – Jim Potts advised that a notice for his replacement went out in his Association's newsletter. He will keep the Board posted on any progress made in locating a replacement for him on the Policy Board.

*Annual Report* – Copies of the 2002 Fire in Washington Report were distributed. Mary advised that the report will be available for downloading from the State Fire Marshal's Webpage. Following discussion, it was agreed that all Board Members would sign copies of the report to be forwarded to Chief Serpas and Governor Locke.

*Leadership Summit* – the second Leadership Development Education Summit (Summit II) has been rescheduled for September 17. Attendees were been notified that the meeting would be held sometime in September. Once a location has been confirmed, notification will go out to the attendees. It is intended that this be the final be used to take a look at the work that has been done and to discuss the next steps, with the possibility of forming work groups.

*Sprinkler Update* – Mary advised that the State Fire Marshal's Office is currently working with DSHS to shut down facilities without fire sprinklers. Mary stressed that the facilities were advised early on and had adequate time to take action, and failed to do so. The SFMO is working with the Attorney General to develop a phased-in process. Mary explained that the concern is that due to their level of mobility, residents may be incapable of evacuating in the event of a fire. Out of the 53 residents of this facility, only 6 are mobile; others are semi-ambulatory or non-ambulatory. DSHS is the licensing agency and has the authority of shutting down the facility. Mary advised that through the work of the initial task force, 124 facilities without fire sprinklers were identified. Through the 2.5 million dollar grant program, 43 facilities were able to be sprinklered; 22 facilities installed fire sprinklers on their own, and 16 facilities closed down. Of the 43 facilities remaining without fire sprinklers, 20 of them have 16 or less occupants, and are not required to have sprinklers.

*Fireworks* – Following discussion on language in RCW 43.43.948 regarding the FPPB's responsibility to educate the public on fireworks, it was agreed that taking steps to eliminate the FPPB from responsibility or exploring other options, such as tightening up enforcement, or strengthening regulations and penalties be a future discussion item.

*Carbon Monoxide* – Information provided at the previous meeting which identified that out of 58 carbon monoxide deaths, 44 were suicide was reviewed. Following discussion, it was agreed that a possible direction for this topic be to have the CDC and local health departments study the reality of the issue.

*FPPB Indemnification* - Mary advised that she had spoken to the Rhode Island State Fire Marshal, who is being personally sued as a result of the nightclub fire. Mary suggests that research be pursued to determine if the FPPB is indemnified (i.e. wildland fires).

*Firefighter I Program* – Sharon provided an overview of a letter she received from the Washington Fire Commissioners Association. Mary also advised that had spoken to Roger Ferris who advised that they are concerned that FTEs put into the FFI Program are truly working in the program. Mary explained that the WSP's Time and Activity System (TARS) are completed and submitted by each employee every pay period that tracks all activity within the program.

Mary distributed a draft copy of a Proposal for Definition of the FFI program, which outlines the development of a work group and a suggested work plan. It is anticipated that the work group will include 4 representatives each from the WFCA, WSAFC, WSFFA and the FPPB. The initial meeting of this workgroup will be held August 14. Mary provided an overview of how the funding level was initially determined for the FFI Program. Sharon requested that Mary ensure that it is permissible to utilize FFI funds to reimburse expenses for participants on the work group and any focus groups that are formed.

In discussion regarding the relationship with the WFCA, it was suggested that at some point the FPPB go back and review the letter submitted by Pete Spiller to determine if there was an issue Pete identified that may not have been dealt with.

*State Fire Defense Committee* – Dave Wakefield reviewed a packet that was sent out to all Fire Chiefs in the state by the State Fire Defense Committee that provided an overview of the mobilization legislation, duties of regional coordinators, roles and responsibilities of the local jurisdiction in the event of a mobilization, a checklist and an overview of mobilization forms.

Dave also provided an overview of the SFDC meeting held on July 15, which included information on a challenge that was brought forward by a regional coordinator relating to a claim denial. Dave explained that this particular claim was rejected as a result of the checklist that was sent in identifying that it was a safety violation. Dave advised that he feels this is an appropriate practice, as it provides the jurisdiction the opportunity to appeal to the State Fire Defense Committee. Dave further advised that the SFDC is trying to be proactive in the claim review process, so they can be dealt with immediately.

Following discussion on contracted firefighting resources, Jim Broman suggested that a fact sheet be developed that outlines the use of contracted resources in mobilization. Dave will work on this and forward it for review at a future meeting.

Mark Kahley advised that the one area of mobilization that he feels is not stressed enough, is the training component – not moving untrained people to train but providing experience to trained people that they wouldn't be able to come by otherwise. Mark feels that this is the only opportunity some jurisdictions will have to participate in something they need to know about. Dave added that his jurisdiction is "interfaced challenged", and that they choose to participate in the wildland events for training, knowledge and experience

so that if the situation occurs in their jurisdiction they will be prepared. He added that participating in mobilizations is the only way they can get their people trained, certified and experienced.

*Burn/Fireworks Ban* - Mary provided an overview of possible burn ban language and a meeting she had with Chris Rose from the Governor's Office regarding the issue of burn bans. Mary was requested to see if she could obtain concurrence from the fire service that it would be a good idea to have Governor have the ability to declare a burn ban, when it is necessary, in consultation with the major organizations (DNR, Dept. of Agriculture, Ecology, SFMO) to declare burn bans, and to declare firework bans due to dry conditions. Mr. Rose asked that Mary provide him a list of people who would be in support of this, they would then decide if this would go forward as Agency Request Legislation or Executive Request Legislation. Mary advised that she felt it would be beneficial if the Policy Board, as a group, would support this with individual letters of support from their associations. Mary advised that letters should be addressed to the Governor's Office, to the attention of Chris Rose. Mark advised that he feels that it would be advisable that an option be included for regional bans declared by the Governor, and also for the opportunity to opt out, because if there is a statewide ban, there will undoubtedly be at least one county or other jurisdiction that has had 5 rainstorms, where a ban wouldn't be appropriate. Mary advised that her office is now in the process of collecting data on fireworks. Queries were sent out to all hospitals, as well as law enforcement and fire service agencies to collect information on fireworks related incidents.

It was agreed that this item be placed on the agenda for the next board meeting. Mary advised that she may be contacting members individually regarding support from their organizations so they can be listed on the letter going to the Governor's Office.

*Board for Volunteer Firefighters (BVFF) Decision on Volunteer Coverage* – Dave Wakefield advised that the issue the BVFF addressed in their letter was the answer to the wrong question. Dave advised that the first question they are trying to get answered deals with the part paid, volunteer that remains a person of the fire district, rather than going as a volunteer and becoming a temporary employee of the WSP. If the jurisdiction is not paying L & I on that person but sending them, and paying them, are they covered? Jim Broman advised that at the next Leadership Forum (September 30), there will be a comprehensive discussion on volunteer firefighter coverage.

*Personal Service Contracts* – Mary advised that beginning August 1, all of the Part-time instructors at the Academy will moved to Personal Service Contracts. The hourly rate will be changed from \$28 per hour, to \$35 per hour.

*Realignment of Regions* - Mary distributed a copy of the Dept. of Health's Local Hospital Jurisdiction and Hospital Bioterrorism Planning Regions. She explained that the WMD grants are being distributed based on these regions. It was suggested that at the next work session, other regional maps be reviewed for a possible discussion on realignments.

*Unprotected Lands* - Jim Broman advised that WSAFC is drafting a position statement on "no man's land." It was questioned if there is a need for another study to determine how many acres are unprotected structurally? Mary advised that the Bureau produced an Unprotected Lands Study in 1995, and asked Ellen to provide copies of the study to the FPPB and Dave Wakefield.

#### **Policy Board Manual –**

Sharon suggested the following outline for the set up of the Policy Board Manual:

**Annual Schedule** - Include statement advising what the FPPB requirements for meetings are (notice requirements, filing with the Code Reviser, minimum number of meetings, etc.)

- Directory -** Include rosters of FPB, FPPB, SFDC, Board Committees, IMT, Geo Board, Forum and the Legislature.
- Policies –** Mission Statement (when developed) Policies, guidelines and procedures (as developed)
- Reference -** Master Plan, Strategic Plan (1998-2003 for historical perspective), Annual Report, RCWs, Accronym List, WSP Strategic Plan, FTA History (currently not developed)
- Misc. –**

**Guidelines and Procedures –** Sharon advised that she reviewed the 11 policies, and identified the following accomplishments relating to the policies.

**Policy # 1 – Support Local Self-Sufficiency**

- FFI Program
- Mobilization Plan
- Regional Contracts
- TOP Grants

**Policy #2 – Interoperable Statewide System**

- Mobilization
- SEIC
- IMTs

**Policy #3 – Statewide System of Training**

- FFI Program
- FTA Classes
- Regional Training
- Certification and Accreditation System
- TRADE
- NFA Courses
- Homeland Security Institute

**Policy #4 – Public Fire and Life Safety Education**

- Informational Cards (being developed)
- News Releases
- Annual Report
- Fire Service Participation on Interagency Prevention Teams
- Juvenile Firesetter Grants
- Risk Watch
- Firewise Communities
- Arson Alarm Foundation

**Policy #5 – Central Clearinghouse Function**

- NFIRS
- Websites
- Regional Network News

Policy #6 – State Mobilization Plan  
Plan Overview  
Description of IMTs

Policy #7 – System of Financing  
Funding Task Force (Forum)  
TOP Grant  
Regional Contracts  
Mobilization Plan  
GEO Board

Policy # 8 – Accreditation

Policy #9 – Emerging Threats

Policy #10 – Wildland Interface

Policy #11 – Responder Health & Safety  
FTA Recruit School Wellness, Health Risk Management, Physical Training and Injury  
Prevention Program

Sharon advised that as more accomplishments come to mind, that they be added to the list.

Meeting adjourned at approximately 1:30.

**Next Meeting:**

August 20, 2003 – 9:00  
General Administration Building  
WSP HQ Conference Room

Approved:

\_\_\_\_\_  
Sharon Colby, FPPB Chair (Date)